

**Town of Stephens City Planning Commission
Minutes
Tuesday, February 26, 2008 (7:30p.m.)**

The Town of Stephens City Planning Commission held the regularly scheduled meeting this month, on Tuesday, January 29, 2008 at 7:30 p.m.

Attendees:

Chairman, Linden “Butch” Fravel, Jr
Commissioner John Petrie, II
Commissioner Dana Pitts
Commissioner Joe Grayson
Commissioner Bill Copp

Absent:

Commissioner Bob Wells
Commissioner Martha Dilg

Staff Present:

Town Planner, Brian Henshaw

Also Present:

Jessica Berchard, Winchester Star
Evan Wyatt, Greenway Engineering
Patrick Sowers, PHR&A
Ron Mislowsky, PHR&A

Call to Order:

With a quorum present, Chairman Fravel called the meeting to order at 7:30 p.m.

Mr. Bill Copp moved to approve the minutes. Mr. Dana Pitts seconded the motion. The minutes were approved.

Mr. Joe Grayson moved to approve the agenda. Mr. Bill Copp seconded the motion. The agenda was approved.

Public Meeting:

Mr. Henshaw briefly presented the process that the West Wynd Master Development Plan went through to end up for approval or denial by the Planning Commission. The highlights of the development included the maximum of 255 single family homes, the construction of all four lanes of the Western Bypass, and the dedication of a Public Park to the Town. Mr. Henshaw mentioned that Mr. Wyatt of Greenway Engineering has requested to address the Planning Commission with regard to changes made since the last Planning Commission Meeting.

Mr. Wyatt stated that the Commission seemed pleased with the overall development plan. Mr. Wyatt pointed out the changes that were made that included the elimination of a median crossing, the trails network being incorporated into the Master Plan, and lighting plan for the proposed dedicated Public Park that would

include playground and recreational equipment. The park layout and plan is also included into the Master Development Plan.

Chairman Fravel did mention that there should be a trail connection to the Barley Drive subdivision. Mr. Wyatt addressed this issue by stating that there is concern over making a trail feasible due to the terrain of the land. Mr. Fravel suggested that maybe a connection could be made to Northern end of the development to provide for pedestrian access. Mr. Wyatt stated that would address this issue through the site plan process.

Mr. Fravel also brought up the buffered area between the houses of Highview Avenue and questioned rather or not this might be considered a recreational area. Mr. Wyatt stated that this area is to be used as a buffered area with trees, landscape, and birms and that it was being used to meet the development's open space requirements. Mr. Petrie inquired when the buffering would begin. Mr. Wyatt stated that it would most likely be started much later due to the requirement to build the western bypass prior to anything else being constructed. Mr. Petrie expressed concern for the residents of Highview Avenue and the problems they have been having with wind, because of the removal of the original pine trees. Mr. Wyatt stated they would look into pushing up the buffering and birming as part of the site work.

Mr. Fravel asked Town Planner, Brian Henshaw what would be the next appropriate step. Mr. Henshaw stated that if the Master Development Plan was approved this night, the development would move onto the Site Plan stage. Mr. Henshaw stated that the Master Development Plan is part of the Newtown Development District and that in this particular case, West Wynd had proposed changes to the original concept plan and it was determined that it would be best to bring the Master Development Plan back to the Planning Commission.

Hearing no farther questions or comments, Chairman Fravel entertained a motion.

Commissioner Copp moved that the Planning Commission approve the West Wynd Master Development Plan. Commissioner Grayson seconded the motion.

Chairman Fravel	-	Aye
Commissioner Copp	-	Aye
Commissioner Petrie	-	Aye
Commissioner Pitts	-	Aye
Commissioner Dilg	-	Absent
Commissioner Wells	-	Absent
Commissioner Grayson	-	Aye

New Business:

Mr. Henshaw introduced Mr. Patrick Sowers of PHR&A to make a presentation of the Russell-Stephens City Rezoning application. He did state that everything about the plan is conceptual at this stage and the rezoning application is being reviewed by the various review agencies and that original comments are due on February 19, 2008. Mr. Henshaw stated that these comments would be shared with the Planning Commission once they are received. Mr. Henshaw also suggested that at this time the Planning Commission members write down their initial comments and questions and that we would most likely be setting a work session to discuss the rezoning application.

Mr. Sowers highlighted the main focuses of the conceptual plan. Mr. Sowers encouraged the Planning Commissioners to think of this plan as starting from scratch as opposed to the original application brought before the Planning Commission. Mr. Sowers stated that the intent of the layout is to stick to the Town's desired grid pattern and focus on Neo-traditional design as found within the Newtown Development District. The proposed land use categories included 30% Open Space, 15% Commercial, 12 % Industrial, and 27% Mixed Use Residential and the remainder making up right of way. They also focused on trying to achieve walk ability through the use of trails and sidewalks. Mr. Sowers stated that he would entertain any questions.

Chairman Fravel suggested that the Planning Commission have a work session aside to talk about the rezoning application. Chairman Fravel did raise the concern of the 60' right of way for the East/ West Connector and the unknown factors with regards to the Shady Elm connection. Mr. Sowers agreed that a work session might be the next best step.

Mr. Henshaw suggested to the Planning Commissioner that they submit comments to him prior to the Work Session so that the work session may be highly productive. Mr. Henshaw stated that the Work Session could be held during the regular scheduled Planning Commission. The work session was scheduled for Tuesday, February 26, 2008 at 7:00pm. It was stated that comments from the Planning Commissioners were due to Mr. Henshaw, Town Planner by February 8, 2008.

Discussion:

Mr. Henshaw presented to the Planning Commissioners the Planning Commission Annual Report. There was one noted correction and Mr. Henshaw stated that he would make the correction and submit it to the Town Council.

Mr. Henshaw gave a brief update on the Davis Property and that as of right now the Town is waiting on them for updates. Mr. Henshaw did add that the entrance corridor to the Davis Property may be a decision that would have to wait until Site Plan stage. There was some discussion with regard to the need to eliminate the multiple pump stations and work on creating a regional pump station.

Adjourn:

Commissioner Bill Copp moved to adjourn and Commissioner Joe Grayson seconded the motion.

Chairman Fravel adjourned the meeting at 8:19 p.m.